

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

Municipal Administration & Urban Development Department - Elections - Conduct of 4<sup>th</sup> Ordinary Elections to Urban Local Bodies - Reservation of seats (wards) for STs., SCs., and Women - Identification of STs., SCs., and Women Voters in Municipal Corporations - Approval of Schedule - Orders - Issued.

**MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (ELEC.I) DEPARTMENT**

**G.O.Ms.No. 295**

**Dated:25.06.2013.**  
**Read the following:**

- 1.G.O.Ms.No. 44, MA & UD (Elec.II) Dept, dated: 06.02.1995.
2. G.O.Ms.No. 288, MA & UD (Elec.II) Dept, dated: 24.06.2013.
3. G.O.Ms.No. 291, MA & UD (Elec.II) Dept, dated: 25.06.2013.
4. From the C&D.M.A., Hyderabad, Letter Roc No.  
13997/2013/Elec.I-(1) Dt:25.06.2013

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**ORDER**

In the circumstances reported by the Commissioner and Director of Municipal Administration, Hyderabad in the reference 4<sup>th</sup> read above, Government, after careful examination of the matter hereby approve the following schedule for identification of STs., SCs., and Women Voters in all Municipal Corporations except G.H.M.C. :

<b>TIME SCHEDULE FOR IDENTIFICATION OF ST, SC, AND WOMEN VOTERS</b>		
<b>S.No</b>	<b>Item / Activity</b>	<b>Time Schedule</b>
1.	<p>For conduct of door to door survey for identification of ST, SC Voters and Women Voters, duly taking Electoral Roll divided ward wise where delimitation is completed, or polling station wise as obtained from EROs basing on House Nos. For this purpose the electoral roll used for BC identification shall only be used.</p> <ul style="list-style-type: none"><li>By marking the voters by underlining the voter who is ST, with <b><u>green ball point pen</u></b> and <b><u>SC Voters</u></b> with <b><u>Red ball point pen</u></b> by conducting door to door survey by deputing sufficient number of persons by the said identification officers and also write against voter SC and ST respectively</li><li>The same surveyors shall <b><u>encircle the Women voters</u></b> of all voters <b><u>with black ball point pen</u></b> based on gender details available in the Electoral Roll of the Municipality as obtained from the Electoral Registration Officer.</li></ul>	<p>10 days (26.6.2013 to 5.7.2013)</p>
1.1.	<p>Making sufficient copies of Electoral roll marked with ST, SC Voters based on door to door survey and Women Voters in (ST, SC, BC and Others) as per gender details available in the Electoral Roll of the Municipality.</p> <ul style="list-style-type: none"><li>In order to make the No. of copies with markings visible, the markings made in red and green colour shall be marked again with <b><u>black ball point pen</u></b> before taking required No. of copies for Draft publication.</li></ul>	<p>2 days (6.7.2013 to 7.7.2013)</p>

2.	Draft publication of Electoral Roll in Form I shall be published in the following offices. Commissioners office. R.D.O.s office. M.R.Os office. One copy to be given to all political parties registered with State Election Commission.	1 day 8.7.2013
3.	<b>Filing of Claims and Objections:</b> Time for filing claims and objections on identification of ST, SC Voters and Women voters. 1. Claim for identification of names as ST, SC and Women voter shall be in Form-2 2. Objection for identification of a name as a ST, SC and Women Voter shall be in Form-3 3. Immediately after receiving the claims, the list of claims shall be displayed in Form-4, on the office notice board by the concerned ST, SC and Women Identification Officers. 4. In respect of objections, the ST, SC and Women Identification Officer shall issue a Notice in Form-5 to be served on the objector and also the person objected to.	4 days (9.7.2013 to 12.7.2013)
4.	<b><u>Disposal of Claims and Objections:</u></b> <u>Simultaneous Enquiry</u> of finalization of objections and updating of draft Electoral Rolls marked with STs, SCs and Women. 1. Sorting out the claims and objections ward wise, and appointment of Verification Officers and training to the above officers. 2. Field verification of claims and objections by the Verification officer.	6 days (10.7.2013 to 15.7.2013)
	3. Marking of ST, SC Voters and Women voters in the Electoral Rolls after verification.	2 day (16.7.2013 to 17.7.2013 )
5.	<b>Preparation and Final Publication of Electoral Rolls marked with ST, SC and Women Voters:</b> Publication of final Electoral Roll, ward wise, with ST, SC and Women voters including (ST, SC, BC and others) in Form -6	1 day 18.7.2013
6.	Submission of final ST, SC and Women voters in a prescribed format.	1 day 19.7.2013

2. The Commissioner& Director of Municipal Administration, A.P. Hyderabad shall take necessary further action in the matter.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

ADHAR SINHA  
PRINCIPAL SECRETARY TO GOVERNMENT

To  
The Commissioner& Director of Municipal Administration, A.P. Hyderabad  
The Secretary, State Election Commission, 3rd Floor, Budha Bhavan, Secunderabad,  
The Collector and District Magistrate, District- through the C&D.M.A.,  
Hyderabad

All Regional Directors - Cum - Appellate Commissioner of Municipal  
Administration - through the C&D.M.A., Hyderabad

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The PR & RD Department,

**Copy to:**

The P.S. to Secretary to Chief Minister,

The P.S. to M (MA),

The P.S. to Principal Secretary to Government (UD),

The P.S. to Principal Secretary to Government (MA),

The Law (G) Department,

SF/SC

**//FORWARDED :: BY ORDER//**

**SECTION OFFICER**